



# City of San Marino

---

VIA EMAIL: 78129-39463081@requests.muckrock.com

September 9, 2019

MuckRock News

Attn: Caroline Haskins

78129-39463081@requests.muckrock.com

Re: Public Records Act Request

Dear Caroline Haskins,

I am writing on behalf of the City of San Marino regarding your August 29, 2019, public records request pertaining to 1) All calendar invitations, instructional materials, presentations and presentation materials (including recorded video and audio, PowerPoint files, prepared remarks, and slides formats), and other documents that mention Ring devices and/or the Neighbors app. This includes A) any minutes/notes taking during meetings that discussed the use of Ring devices and/or the Neighbors app, B) any explanations (whether internally or externally generated) of how Ring devices and/or the Neighbors app work, and C) any other document that has been used to help explain the use, marketing, or promotion of Ring devices and/or the Neighbors app to any party, including internal documentation, public relations materials, and executive summaries. 2) A copy of any privacy impact assessments, use policies, standard operating procedures, data retention policies, legal opinions, warranties, non-disclosure agreements, contracts, liability waivers, insurance agreements, Promotional Discount Agreements, Requests for Proposals, Responses to Requests for Proposal, Memorandums of Understanding, Letters of Interest, usage policies, or informal agreements between the city and Ring. 3) A copy of any funding opportunity announcements, grant applications and grantor status/progress reports, reports to legislative bodies, annual reports that mention Ring or the Neighbors app, as well as audit records, including but not limited to security audits of the software, misuse reports, and reports to oversight bodies. 4) Any digital communications including but not limited to emails and text messages) as well as documents, (including but not limited to PDF, word processing, excel, and slide documents) that mention Ring or the Neighbors app. 5) Any digital communications (including but not limited to emails and text messages) between city government workers with Ring representatives.

After research and discovery staff identified approximately 15.2 MB of electronic documents, responsive to your request. The cost for copies is approximately \$3.83 for 15.2 MB of electronic documents. Please provide the copying fee in the amount of \$3.83, pay to the order of City of San Marino, and the documents will be mailed to you directly.

Please note, some of the documents you requested contain information that is privileged and/or exempt from disclosure and have been redacted and/or withheld pursuant to California Government Code Section 6524(a) (c) and (k).

Thank you for contacting the City Clerk's Office with your public records request needs. If you have any questions or concerns, please do contact me at (626) 300-0705.

Sincerely,



Eva Heter

City Clerk

